

RESTRICTED

FOREIGN BROADCAST INFORMATION SERVICE
2430 E Street, N.W.
Washington 25, D.C.

7 October 1948

[redacted]
Chief, West Coast Bureau
Foreign Broadcast Information Service
P. O. Box 307
Reseda, California

25X1

[redacted]
I feel that I should personally reply to your memorandum of 3 September 1948, subject Personnel Action - Teletypists.

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First of all, I do not believe that [redacted] was given any definite promise that her CAF-5 grade could be restored to her at the time she transferred from Washington to Portland. Such a promise could have been made and I would not have known it. However, I do distinctly remember that she was extremely anxious to make this transfer and, to the best of my knowledge and belief, no promise was made that she might get her CAF-5 grade back again at a later date.

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When I visited your Portland office last year, [redacted] did discuss this situation with me and I told her that we could not consider her reclassification to CAF-5 until there were at least two teletypists on duty at the same time. I may have given her the impression that this alone would justify such a promotion and that there would be no difficulty in obtaining it under these circumstances. If I did, I am sorry for it is not quite that simple.

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There is only one thing that I am sure of, and that is that I have never made [redacted] or anyone else in FBIS a definite promise that they could get a promotion under any conditions. I have had altogether too much trouble in trying to explain just these things to people who have told me that they were promised by someone that a promotion was in store for them:

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All of this is really beside the point, and I am more than anxious to see you have CAF-5 teletypists if they can be justified. However,

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This document part of classified
integrated file. NAME CHESH required
prior to individual classification action.

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To Mrs. Anderson

7 October 1948

it appears very doubtful that we can get these positions established merely because you have two teletypists on duty at one time. I have compared our job descriptions for CAF-4 teletypist, CAF-5 teletypist supervisor, and CAF-6 teletypist supervisor with the job descriptions you recently submitted to us, and I have discussed this matter with the classification section here in CIA. I am advised by the classification people that they would not favorably consider the allocation of three of your teletypist positions to CAF-5 at this time, since the job descriptions which you prepared do not indicate the same degree of responsibility that personnel in this grade have *here in Washington*

I am sending you, under separate cover, copies of the three job descriptions which I have just mentioned, in order that you may study them, and if you still feel that your positions should be re-classified, I shall be glad to present your arguments in this connection to the classification people and will certainly give it all the support I can. It is my feeling that our chances of getting three positions reclassified are remote. I believe, however, that it might be possible to designate one of your seven teletypists as chief of your teletypist unit and get a CAF-5 for that one position. Whether or not this promotion would be given to [] or someone else would be your decision. I should also point out that if you do care to make such a recommendation, it will be necessary for the incumbent to continue to take a shift as a teletype operator in addition to performing whatever supervisory duties you may prescribe.

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If I did convey the wrong impression to [] when she discussed it with me, I am indeed sorry and hope you will express my regrets to her.

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Sincerely,

L. K. White

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LKW:gr
cc: Admin.